

COA BOARD MINUTES  
***MEETING MINUTES THURSDAY, NOVEMBER 20, 2014***

Members Present: Annette Bender, Mara Klein Collins, Jim Munsey, Noreen Murphy, Paul Raia, Sue Culhane

Members Absent: William Carey, Richard Phelps, Ingeborg Reichenbach

Associate Members Present: Ann Fitzgerald, Karen Nichols, Bob Tosi

Guests present: Art Budnick, Ken Greenly, Malcolm Hamilton

1. Call to Order 5:45 pm by Mara Klein Collins
2. Citizen's Open Forum      No one present
3. Minutes of the October 16, 2014 meeting. Approved.
4. Report of the Chair
5. Executive Director's Report

- ☐ Received \$10,000 grant from Lahey to focus on mental and behavioral health
- ☐ In response to the Service Incentive Grant for Senior Economic and Personal Safety, we offered 2 programs; 1. Boundry Setting for Seniors and 2. Postal Fraud. Both were well attended.
- ☐ The 12 nurse interns are finishing up their semester. Three programs were filmed at ACMI – Safe Sex for Seniors, Home Safety, and Fighting BAC (Bacteria). Other programs presented have included Constipation (Lahey provided a “model” for the student to use), Urinary Tract Infections, and Exercise/Healthy Meal for the LGBT seniors. Programs to be presented include Heart Health, Sleep Well, Dehydration, Disaster Preparedness, Veteran Outreach, Cusack Walking Club.
- ☐ Bill Murphy coordinated a “Community Conversation” regarding Transportation. Among the guests were Adam Chapdelaine, Town Manager, Joe Curro, Selectman, member of the Finance Committee, member of Vision 20/20, and many other key individuals. UMASS students that researched senior transportation made a presentation and compared their findings to what Arlington has to offer.
- ☐ Continue to meet with ASA management.
- ☐ Collaboration with McLean Hospital to offer a lecture on Depression and Depression screenings went very well; we had 30 in attendance
- ☐ As of 11/18/2014 ASA has vacated all 3 offices the ARB designated for the COA. COA has ordered desks for the office and will paint walls and clean carpets. Occupancy will be in December. ASA/COA will be covering the desk in front of the offices. Kathy Gilligan, from the ASA has prepared a “handbook” for those at the desk with numbers/names.
- ☐ December 9 Senator Donnelly will sponsor a breakfast.
- ☐ December 9 @ 11am, “Another Place to Grow” (Pre-K) will come and sing to our seniors.
- ☐ Thanksgiving meal delivery continuing as scheduled
- ☐ We are on schedule with continuing to film at ACMI on Mondays.

- ☐ December schedule is lighter than normal to compensate for the time necessary to make all of the transitions with staff and office space.

#### 6. Other Reports

- ☐ Minuteman Senior Services Liaison. 40<sup>th</sup> Anniversary celebration, Program, 'By Your Side'-8 attendees, Online Winter Auction to raise funds is in progress. Fund raising letters outlining 40th anniversary have been sent to communities.
- ☐ Friends of the COA. Christmas Stocking Stuffer campaign .There will be a kick off program during the Thanksgiving meal delivery preparations. Friends are actively seeking donations of items suitable for stockings, monetary donations, gift cards, as well as volunteers to deliver stockings to frail seniors identified by COA staff. Information available at COA office. Filled stockings should be returned by December 15, 2014. Stockings to be delivered between 12/19 and 12/31. APD helps in distributing stockings. Volunteers who have delivered stockings in past years describe the experience as enriching and fun.

#### 7. New Business

Status of new Board member for January. Introduced Marjorie Vanderhill who will be joining the Board in February.

Annual Report; Susan will be sending the report from last year to everyone for input.

Meeting venue. Shall we move upstairs. Susan Carp to advise.

#### 8. Old Business

COA 101” For Town Officials, Boards.

Propose January date(s) January 15, 2015

Organizing ourselves into interest groups such as: Town Government: FinCom, Planning Board, etc. Not discussed

Minute taking for 2014/2015. No one volunteered.

Update on space changes . See Director’s Report

#### 9. Other Business

Adjournment at 7:30 pm

Minutes prepared by Sue Culhane.

Next meeting December 18, 2014. 5:45